

Disabilities Advisory Council  
FINAL MINUTES  
July 12, 2006

<b>Members Present</b>	Jesse Chapman, Julie Palmer, Van Johnson, Ed Senft, Elaine Senft, Dave Wilber, Ed Ziegler
<b>Members Absent</b>	Eric Clark
<b>Guests Present</b>	Betty Friedrichsen, Larry Friedrichsen, Jasyn Friedrichsen
<b>Staff Present</b>	Sherry Confer, Colleen Miller, Lisa Shehi Julie Triplett (for portions)
<b>Call to Order and Welcome</b>	Dave Wilber, Council Chair, called the meeting to order at 10:03 and welcomed Council members, guests, and staff. Mr. Wilber asked that individuals present introduce themselves.
<b>Public Comment</b>	No public comment was offered
<b>Council Training – Para-Transit Overview</b>	Julie Triplett, VOPA Disability Rights Advocate, spoke to the Council regarding the rights of individuals with disabilities and para-transit services. Ms. Triplett distributed a handout of “commonly asked questions” and gave more detailed information through discussion and the opportunity for questions and answers from the meeting attendees.
<b>January 11, 2006 Minutes Approval</b>	Mr. Wilber noted a punctuation correction to the January minutes. There being no other changes noted, Elaine Senft made a MOTION to accept the minutes as corrected. Van Johnson SECONDED the MOTION and it was unanimously approved.
<b>Board of Directors Update</b>	Colleen Miller, VOPA Executive Director, gave an update from the Board of Directors. Ms. Miller shared that Dr. Patricia Meyer and Chris Harrison have been appointed to the Board. Mr. Harrison served as the Chair of the PAIMI Advisory Council. Brent Brown and Susan Kalanges were elected as Chair and Vice-Chair, respectively, at the April Board meeting. Ms. Miller noted that the Board has adopted a strong committee structure and held a day-long Committee Development Workshop to determine how the committees should function. Additionally, the Board continues to work toward review of all operating policies. Ms. Miller reminded Council members that VOPA is charged in statute with development of an Ombudsman program. The Board

developed, and VOPA submitted to the legislature, a limited-scope program for early childhood services. The program received no funding from the legislature and the date for institution of this program has been delayed. Ms. Miller concluded by noting that the Board approved the revised travel regulations issued by the Commonwealth of Virginia on January 17, 2006 and explained that, because VOPA is an independent agency, Board approval must be obtained before changes to policies may be put into effect. Most significantly, the new policy clarifies that meals included in hotel or conference registrations (for example, complimentary breakfasts served at hotels) constitute a provided meal and cannot be reimbursed.

#### **Executive Director's Update**

Ms. Miller shared that the Finance and Resource Development Committee will meet on Monday, July 17, 2006 and will be looking at ways to simplify the financial reports provided to Board and Council members. The Committee will also review the recent audit by the Auditor of Public Accounts. Ms. Miller explained that this is the first audit that VOPA has undergone since beginning the in-house processing of accounting approximately 18 months ago. Ms. Miller shared that VOPA is in a financially sound position.

Ms. Miller summarized the Progress on Priorities Report. Regarding abuse and/or neglect cases, she explained that all complaints are read. Those complaints generating the greatest alarm are discussed at a weekly Critical Incident Reporting meeting and determination is made whether to pursue further investigation.

Further, Ms. Miller shared that emergency preparedness for individuals with disabilities is a focus and that staff have recently attended emergency preparedness conferences.

Ms. Miller highlighted the Litigation Report and noted that VOPA has participated in several lawsuits through *amicus* (friend of the court) briefs.

#### **Lunch**

The Advisory Council adjourned for lunch at 12:05 and reconvened at 12:45.

#### **Priority Planning**

Sherry Confer, VOPA Policy Director, began a discussion of the Priority Planning process by explaining that in 2005, the Board adopted the Goals and Focus Areas for a two-year period. The focus this year will be on the Objectives. Ms.

Confer distributed copies of the FY06 Goals, Focus Areas, and Objectives and the Public Input Survey. Ms. Confer shared that the Public Input Survey is a tool that is currently available on the VOPA website and encouraged Council members to promote the survey to their communities. After review, Council members recommended continuation, modification, and deletion of several existing Objectives. Mr. Wilber shared that on several occasions he has heard from individuals in his community who have sought services from VOPA but were denied due to it not being within Priorities. Ms. Confer assured Mr. Wilber and the Council that the Board's Priorities and Public Awareness Committee is aware of this public perception concern and will be looking at other ways to be more constituent friendly.

**Membership -  
Recruitment,  
Retention, and  
Development**

Ms. Confer shared that there are several applications pending for Council membership, including Larry and Betty Friedrichson who were in attendance as guests at this meeting of the Council. Mr. and Mrs. Friedrichsen were given the opportunity to share their interests in participating on the Disabilities Advisory Council and answered questions from Council members.

Mr. Wilber requested that a membership demographic information package be provided at the September meeting in order to understand in what communities the DAC needs to increase membership. Ms. Confer shared that Council bylaws and membership structure would be on the September agenda as well.

Ms. Confer reminded Council members that nominations were needed for Chair and Vice Chair as both of those terms have expired. Ed Senft thanked Mr. Wilber and Van Johnson for their service as Chair and Vice Chair, respectively, and made a MOTION for reappointment to Mr. Wilber and Mr. Johnson to those positions for another term. Elaine Senft SECONDED the MOTION and it was unanimously approved.

**Other Business**

In other business, Mr. Wilber reminded Council members to submit expense reimbursement vouchers to Lisa Shehi. In addition to the September 13, 2006 Disabilities Advisory Council meeting, Mr. Wilber reminded Council members of the following upcoming meetings:

- ◇ Board Training – for Board members and Council members serving on Committees - July 19, 2006 – 12:00

– 4:00)

- ◇ Internal Policy Committee Meeting – July 19, 2006 – 4:00 p.m.
- ◇ Public Policy Committee Meeting – July 19, 2006 – 4:00 p.m.
- ◇ Board Meeting – July 20, 2006 – 9:00 a.m.

### **Adjournment**

There being no further business, Ed Senft made a MOTION to adjourn at 2:26 p.m. Ed Ziegler SECONDED the MOTION and it passed unanimously.

### **FINAL MINUTES**

---

September 13, 2006

---